

County of Sonoma

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# AGRICULTURAL COMMISSIONER/ SEALER OF WEIGHTS AND MEASURES

Annual Salary \$155,969 - \$188,028\*

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Accepting applications through January 6th, 2020

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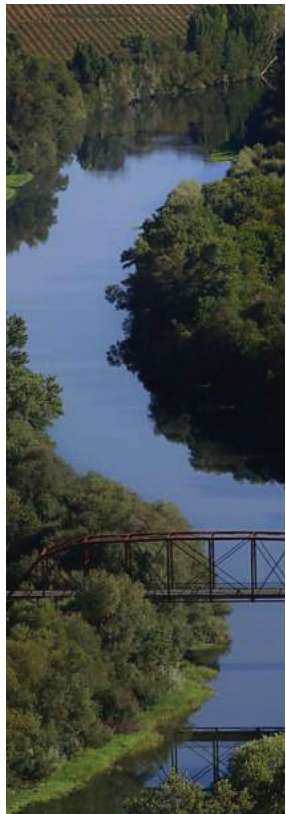




# THE COUNTY OF SONOMA

Sonoma County offers a rare and compelling array of scenic, recreational, and geographic characteristics – including over 200 award-winning wineries, inspiring coastline and beaches, the Russian River, and majestic redwoods.

The County encompasses over one million acres of land and water, rich with agriculture, parks, campsites, lakes, and open space. Sonoma County is also home to a wide variety of art and music festivals, farmers' markets, and concert venues. Local schools continually rank high on California's Academic Performance Index, and the Santa Rosa Junior College and Sonoma State University offer higher education opportunities. Sonoma is a general law county, governed by a five member Board of Supervisors. The Board is fully committed to a mission and vision that values high quality services to support and enrich the community, strong leadership, engaged citizen participation, transparency and accuracy in information, and efficient and fiscally sustainable government. The County Administrator leads a team of dedicated department heads who work collaboratively to address and strategically prepare for County initiatives and challenges. Sonoma County encompasses 1,600 square miles and is home to approximately 500,000 residents. The County has 28 departments, agencies, and special districts and employs over 4,000 regular employees with an annual budget of approximately \$1.78 billion for fiscal year 2019-2020.



## THE AGRICULTURAL COMMISSIONER' OFFICE

The Department of Agriculture/Weights and Measures is dedicated to delivering services that effectively promote and protect agriculture, the economy, community, environment, and the health and safety of our citizens through education and the enforcement of laws and regulations, resulting in sustainable agriculture and equity in the marketplace. The Department of Agriculture/Weights and Measures also oversees and administers the County's agricultural grading and drainage requirements and provides staff support to the Fish and Wildlife Commission.

The Department of Agriculture/Weights and Measures includes three divisions:

- *Agricultural Division* - Responsible for protecting public health and safety and the environment by enforcing pesticide regulations; protecting agriculture and the environment by administering programs that minimize the introduction and spread of pests, promotes local foods by certifying local producers and farmers markets, and inspecting organic and egg operations. In 2017, the Department assumed responsibility for permitting small outdoor cannabis cultivation (10,000 sq ft or less) on agriculturally zoned parcels. This is achieved through a ministerial permitting process. The department has issued 50 original permits to date.
- *Land Stewardship Division* - Responsible for protecting the environment and promoting the agriculture-driven economy by enforcing local ordinances (Agricultural Grading and Drainage; Vineyard and Orchard Erosion Sediment Control (VESCO); Frost Protection; and Riparian Corridor) and providing best management practices guidance that aid the stewardship of private agricultural land.
- *Weights & Measures Division* - Responsible for protecting the economy and consumers by ensuring fair and equitable business practices. The Weights & Measures Division accomplishes this by testing the accuracy of commercial weighing and measuring devices, verifying the accuracy of scanners, and checking the quantity of packaged commodities to ensure that consumers are getting what they paid for. The Division also investigates consumer complaints and collaborates with the District Attorney on major cases.

The Department of Agriculture/Weights and Measures currently has an operating budget of \$6.9 million and is supported by a staff of 36.5 full-time employees.



## THE POSITION

Reporting to the Board of Supervisors, the Agricultural Commissioner/Sealer of Weights and Measures is the department head of the Department of Agriculture/Weights and Measures.

The Agricultural Commissioner has oversight for a wide variety of environmental programs and controls initiatives critical to the health and well being of the County's natural resources and agriculture sector. These include agriculture worker health and safety; regulation of pesticides; agricultural hazardous materials programs; pest prevention, exclusion, and eradication services; and consumer protection. The Agricultural Commissioner is also responsible for administering agricultural programs directed to promote and protect the agricultural industry, weights and measures programs to safe-guard the buying public, and an agricultural land use permitting program.

## KEY OBJECTIVES

The Department's key objectives for the current Fiscal Year include:

- Fulfill 17 contracts with the California Department of Food and Agriculture (CDFA) to bring in over \$1.5 million of revenue to the Department. These contracts are directly related to the core mandatory functions that the Department performs as an extension of the CDFA at the county level and comprise a significant portion of the department's revenue.

## THE IDEAL CANDIDATE & MINIMUM QUALIFICATIONS

The new Agricultural Commissioner/Sealer of Weights and Measures will be a progressive manager and administrator with an inclusive, collaborative, and team-oriented leadership style who will foster strong relationships at the department and county levels, with elected/appointed officials, and with county-wide public constituents. Awareness of current regional trends, policies, and legislation, which affect the agriculture and viticulture industries and the local environment, is a necessity. The ability to maintain high standards of performance, customer service, and positive interactions within an environment that has the potential to become controversial and contentious is also critical.

At least five years of experience in the enforcement of agricultural or weights and measures laws, including two years of supervisory or management experience and possession of a license of eligibility as a County Agricultural Commissioner and Sealer issued by the California Department of Food and Agriculture is required. A Bachelor's degree in agriculture, biological or physical sciences is necessary for this role unless exempted by the Secretary of the California Department of Food and Agriculture.

The successful candidate will have experience evaluating organizational processes and systems relating to budget, staffing, workflow, and other administrative transactions; preparing and providing on-going monitoring of a complex budget; formulating long-range goals and developing plans to accomplish these goals; evaluating staff performance and developing staff training; interfacing with other County departments; and representing the department with external partners and community stakeholders.

- Maintaining business price-accuracy standards as set forth by the Board of Supervisors in the County's automated price verification ordinance by registering new eligible retailers and prioritizing our inspection efforts toward failing businesses to ensure consumer protection.
- Working in an advisory role to the Region 1 Water Quality Control Board on the development of the upcoming vineyard waste discharge requirements. The North Coast Regional Water Quality Control Board has been meeting with Department staff that work on vineyard development permits in the VESCO program to inform the proposed state regulations.
- Continuing to support County vegetation and fuel reduction efforts by preventing invasive species on lands disturbed by the fires through inspection of incoming plant shipments.
- Implementing changes to the VESCO program, which includes updated best management practice manual and biotic assessment guidelines, as well as incorporating Region 2 Water Quality Control Board requirements into projects located within the Sonoma Creek watershed.

Additionally, the regulation of industrial hemp at the state and local level provides unique challenges similar to the implementation of cannabis regulations. The Department is currently working with the Board of Supervisors and our state and local partners to determine the appropriate level of regulation that allows for this new crop to be grown in Sonoma County, while addressing the public's concerns. In Spring 2020, the new Agricultural Commissioner will be responsible for the implementation of the local regulations for industrial hemp while working within the confines of the Department's existing, limited resources.



# WHAT WE OFFER

Sonoma County offers a total compensation package that is both attractive and competitive. Salary for the Agricultural Commissioner/Sealer of Weights and Measures is \$155,969 - \$188,028\*, depending upon the qualifications of the selected candidate. In addition, Sonoma County offers:

- **County paid premium contribution to several health plan options**
- **Excellent dental, vision, disability, life insurance, wellness and professional development benefits, and more**
- **Paid Time Off** - Competitive vacation accrual and additional management leave annually; 12 paid holidays, and an additional 8 floating holiday hours per year; generous sick leave accruals and 100% of accrual balance converted to service credit at retirement
- **Retirement** - County Employees Retirement Law of 1937. Retirement is fully integrated with Social Security. With pension reform, new employees as defined and eligible will receive a 2.5% at 67 formula (subject to PEPRAs compensation limits), or for those individuals who meet certain criteria, including establishing reciprocity eligibility pursuant to PEPRAs, will receive 3% at 60. Individuals who do not qualify for pension reciprocity pursuant to Government code section 7522.02(c), shall receive 2.5% of base hourly rate for each pay period with hours in a paid status
- **Incentive Retirement Savings Plan** - A defined contribution 401(a) plan; a 3% County "foundation" contribution
- **IRS 457 Plan** - Pre-tax employee contribution up to the IRS annual maximum, plus a 100% County match of employee contribution deposited into the 401(a) account (up to 1% of base salary)
- **Retiree Medical** - County contribution to a Health Reimbursement Arrangement to help fund post-retirement employee health insurance/benefits
- **Vehicle Allowance** - \$215 per pay period
- **Relocation** - Relocation reimbursement may be authorized for distances greater than 50 miles
- Additional details on employment for management employees may be found at: [www.sonomacounty.ca.gov/HR/Employee Relations/Labor](http://www.sonomacounty.ca.gov/HR/Employee_Relations/Labor)

\*The annual base salary range for the position is \$148,769 - \$180,828. In addition to the base salary, the position receives a cash allowance of approximately \$600 per month. Combined, the annual salary is \$155,969 - \$188,028. Salary is negotiable within the established base salary range. Benefits described herein do not represent a contract and may be changed without notice.



## SELECTION PROCESS

The selection process has been designed as follows:

- Accepting application materials through January 6th, 2020
- Application materials will be reviewed the week of January 6th, 2020
- First round interviews on January 29th, 2020
- Finalist interviews with the Board of Supervisors on January 30th, 2020
- Appointment date will be dependent upon final candidate

Please be mindful of the planned time-frame. Although it may be subject to some change, it would be wise to plan availability around these dates and submit application materials as early as possible.

## HOW TO APPLY

To be considered for this exciting career opportunity, please forward a cover letter and a resume that clearly demonstrates your qualifications, background, and education as they relate to this position's requirements, along with a list of five work-related references (who will not be contacted until mutual interest is established) to:

Spencer Keywood, Recruitment and Classification Manager

[Spencer.Keywood@sonoma-county.org](mailto:Spencer.Keywood@sonoma-county.org)

OR

County of Sonoma Human Resources Department

Attn: Spencer Keywood

575 Administration Drive, Suite 116B

Santa Rosa, CA 95403

Telephone 707-565-3568 | Facsimile 707-565-3770

For additional information, visit [www.sonoma-county.org](http://www.sonoma-county.org),

[www.sonomacountyconnections.org](http://www.sonomacountyconnections.org), and [www.sonoma-county.org/agcomm](http://www.sonoma-county.org/agcomm)



*The County of Sonoma is an Equal Opportunity Employer*